



Iowa Department of Human Services

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INFORMATIONAL LETTER NO.1216

DATE: February 25, 2013

TO: Iowa Medicaid Case Managers, Targeted Case Managers, Department of Human Services (DHS) Service Workers, Service Supervisors, Service Area Administrators (SAMS), Child Health Specialty Clinics (CHCS), Central Point of Coordination (CPCs), Home and Community Based Services (HCBS) and Individual Consumer Directed Attendant Care (CDAC) providers,

ISSUED BY: Iowa Department of Human Services, Iowa Medicaid Enterprise (IME)

RE: Atypical Conversion Letter #1 Highlights

EFFECTIVE: July 1, 2013

In accordance with the direction from the Centers for Medicare and Medicaid Services (CMS), the IME is undertaking a project that will affect all HCBS service codes. These codes are currently used to bill HCBS Waiver, Habilitation, Case Management, and Targeted Case Management services to Iowa Medicaid. In the past, each state's Medicaid department was allowed to create and define service codes instead of using nationally standardized codes and definitions; these state created codes have been referred to as atypical or local codes. In Iowa, the atypical codes for HCBS services begin with a "W".

In order to comply with CMS direction, each "W" code must be converted to a Healthcare Common Procedure Coding System (HCPCS) or Current Procedural Terminology (CPT) code. The use of standard codes will allow for better oversight and administration of each program. At the beginning of this project, the IME anticipated implementation dates during 2012. Due to the complexity of the transition, the implementation was delayed to allow additional time to prepare the rules and policies. We are pleased to announce this project is moving forward with an implementation date of July 1, 2013. Iowa Administrative Code rules required to implement this change are moving through the DHS Administrative Rules Process.

This letter is the second of several Informational Letters explaining all facets of the conversion. Informational Letter No. [1215](#), dated February 6, 2013, announced the project implementation date and webinar information. Subsequent letters will explain the implementation process, billing and documentation, and training.

Highlights of Atypical Conversion

All Case Managers, Service Workers, and providers will use new service codes for HCBS services. These codes will be used in the Individualized Services Information System (ISIS) service plans, on Notices of Decision (NODs), and on claim forms. For questions about the codes and modifiers to be used for the conversion: please refer to the IME website at:
<http://www.ime.state.ia.us/Providers/AtypicalCode.html>.

In some instances there is a one to one crosswalk from the old "W" code to the new conversion code (see chore services W1029 on the conversion chart). In other instances, multiple "W" codes will be crosswalked to one new conversion code (see personal emergency response (PERS) W1304,

W1407). In other instances, one “W” code may crosswalk to multiple conversion code choices (see home and vehicle modification (HVM) W1031). The next Informational Letter will explain how choices between codes will be addressed.

The new HCPC or CPT codes may have different unit definitions than the currently used “W” codes. This will cause some services to have a change in unit definition. For example, some services that were once defined as an hour will now be defined as 15 minutes. Also, some service time frames that were available in the past will no longer be an option.

- Example: CDAC services will now be defined as a 15-minute unit instead of the current hour or daily unit of service.
- Example: Half day prevocational services will no longer be an option.

Some services will be identified by a billing code plus a modifier. A modifier is an additional two characters (alpha, numeric, or combination) that follow a billing code in order to differentiate the service from other similar services. For example: CDAC code W1265 agency hour will now use:

- Code S5125 for unskilled CDAC and/or
- Code S5125 U3 for skilled CDAC.

Webinar Information

The IME will be hosting a webinar to more fully explain the implementation process involved with the Atypical Conversion. Providers, case managers, and service workers are invited to participate in this webinar. If you have specific issues that you would like to see included in this webinar, please send your issues to lhowlan@dhs.state.ia.us. The webinar is scheduled for the following time:

Date: March 27, 2013

Time: 1:00-3:00 PM

Reserve your Webinar seat now at: <https://www2.gotomeeting.com/register/563026946>. After registering you will receive a confirmation email containing information about joining the Webinar.

If you have questions regarding the conversion process, please contact an HCBS specialist at HCBSwaivers@dhs.state.ia.us or Le Howland at lhowlan@dhs.state.ia.us.

For questions relating to the claim form completion please contact the IME Provider Enrollment Unit at 1-800-338-7909 or locally in Des Moines at 515-256-4609.